

Early Childhood Intervention Professional Support Scheme

Program Information

The Early Childhood Intervention Professional Support Scheme aims to support new professionals working in Early Childhood Intervention. Financial incentives of up to \$6,000 are available for Early Childhood Intervention Services who have employed professionals new to early childhood intervention. The new professional must have been employed in an early childhood intervention service for less than two years and have not previously worked in early childhood intervention.

The financial support aims to provide services with funding to support professionals new to early childhood intervention to develop their knowledge and skills to work in the field. The funding is to assist the new professional to access mentoring and/or clinical supervision from experienced early childhood intervention professionals and/or relevant professional development associated with increasing the new professional's knowledge in early childhood intervention.

This funding is available for Early Childhood Intervention Services to access additional professional support for new employees outside existing employment arrangements.

Who can apply for the scheme?

Applications are invited from Early Childhood Intervention Services who have employed a new professional to work in their Early Childhood Intervention Service. The new professional must have been employed in early childhood intervention for less than two years and have not previously worked in early childhood intervention.

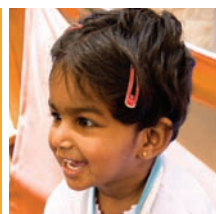
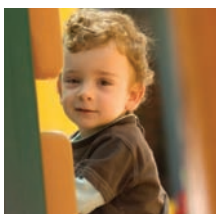
New professionals must:

- Be an Australian citizen or a permanent resident of Australia
- Have been employed in a funded early childhood intervention service for less than 2 years
- Have a demonstrated interest and commitment to working in early childhood intervention.

All eligible applicants will be considered.

Services must:

- Be funded by the Office for Children and Early Childhood Development to provide early childhood intervention services.



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Conditions of Funding

Break in employment	Early Childhood Intervention Services in receipt of this funding will be required to advise the Department immediately if the professional new to early childhood intervention ceases employment for any reason prior to completing 2 years of employment.
Participation in data collection	In order to assist in the collection of data with regard to workforce planning, the new professional to early childhood intervention must provide their contact details to the Department for a period of 5 years. Information may be sought from successful applicants over this period for the purpose of analysing the effectiveness of the scheme and to inform future workforce policies and programs.
Reporting	Early Childhood Intervention Services in receipt of this funding will be required to provide six monthly reports detailing how the funding has been spent and outline the plan for the next six months.

Selection Process

Applications for the Professional Support Scheme will be assessed against the following criteria:

- The applicant's previous experience including the length of time working in early childhood intervention and years since graduation
- Proposed professional learning plan.

Application Documentation

The following documentation must be submitted:

- Completed application form
- Curriculum Vitae of new professional
- Certified copy of academic transcript for relevant undergraduate or postgraduate study*
- Letter from CEO, Manager or Supervisor of Early Childhood Intervention Service confirming date that new professional was employed.

Please note that missing information will delay or prevent the processing of the application.

Please note this application and any supplementary documentation will become the property of the Department of Education and Early Childhood Development and will not be returned.

** These must be certified as being true and correct copies of original by either the issuing body or by those people qualified to accept a statutory declaration e.g. police, pharmacists, doctors, accountants etc*

Do not submit original documents

If documents are in a previous name, submit a certified copy of documentary evidence of name change e.g. marriage certificate, deed poll.



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How to apply

Download application documentation at www.education.vic.gov.au/careers/earlychildhood
Or contact 1300 651 662 to request an application pack.

Submitting Applications

Applications should be marked CONFIDENTIAL and signed and submitted by post, courier or email. Please ensure you have enclosed all the required information.

Applications should be addressed to:
Project Officer – Early Childhood Intervention Workforce
Strategy Division
Office for Children and Portfolio Coordination
Department of Education and Early Childhood Development
GPO Box 4367
Melbourne, Victoria 3001
Or email: early.years.workforce@edumail.vic.gov.au

For details of closing dates please visit www.education.vic.gov.au/careers/earlychildhood

Applications

You will be advised in writing of the outcome of your application approximately six weeks after the Department of Education and Early Childhood Development has received it.

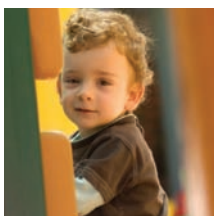
The Professional Support Scheme is limited and will be granted at the discretion of the Department of Education and Early Childhood Development.

Privacy Statement

The personal information which is provided in this application form will be stored securely on Department of Education and Early Childhood Development property in accordance with the requirements of the Public Records Act 1973 and the Information Privacy Act 2000. It will only be accessed by Department of Education and Early Childhood Development for the purposes of allocating scholarships and the development of research based policy related to the Early Childhood Intervention Workforce.

Contact us

For more information visit: www.education.vic.gov.au/careers/earlychildhood
email early.years.workforce@edumail.vic.gov.au or telephone 1300 651 662



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Application Form – Early Childhood Intervention Professional Support Scheme

To be completed by Early Childhood Intervention Service

Early Childhood Intervention Service Details	Name of service		
	Address		
	Suburb	State	Postcode
	Telephone number		
	Contact person/title		
	Telephone number		
	Email address		

Proposed professional learning	Please detail your early childhood intervention services current supervision and support structure for new employees. Include details of any funding available for staff to access professional development and/or professional support outside of your service.
<i>Please attach response on additional pages. Ensure the service name and the new professional's full name is clearly noted on attachments</i>	Please detail how funding of up to \$6,000 will be used to support the new employee including a breakdown of the costs and the total amount sought. If possible include timelines for the next 12 months and include detailed information about any proposed professional development training or mentoring arrangements.

To the best of my knowledge the information I have provided is true and correct. I have read the Guidelines for Applicants and agree to abide by the criteria for applicants. I understand that incentives are allocated at the discretion of the Department of Education and Early Childhood Development and that the decision of the Department is final.

Contact name	Signature	Date
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To be completed by new professional

New Professional Details	Family Name	Given Name	
	Date of Birth	Gender	
	Are you an Australian citizen or permanent resident of Australia? (✓)	<input type="checkbox"/> yes	<input type="checkbox"/> no
	Are you of Aboriginal or Torres Strait Islander origin? (✓)	<input type="checkbox"/> yes	<input type="checkbox"/> no
	Do you speak another language other than English? (✓)	<input type="checkbox"/> yes	<input type="checkbox"/> no
	If yes what language do you speak?		

Contact Details	Telephone number	Mobile phone number	
	Email address		
	What date did you commence your current position at the service listed above?		
	How many hours per week do you work here?		
	Job title		
	Are you currently employed anywhere else? (✓)	<input type="checkbox"/> yes	<input type="checkbox"/> no
	If yes please provide name of service and position title		

Details of previous employment	Name of previous employer		
	Address		
	Suburb	State	Postcode
	Position title		
	Employed from		Employed to
	Name of previous employer		
	Address		
	Suburb	State	Postcode
	Position title		
	Employed from		Employed to

Undergraduate/ postgraduate study	Please provide certified copies of all academic transcripts	
	Full name of qualification	
	Institution/University	
	State/Country	Length of course
	Date commenced study	Date completed study
	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	

Application for other funding	Have you received a scholarship or funding from the Department of Education and Early Childhood Development in the past two years? <input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes please provide details <hr/> <hr/>

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Applicant name	
Signature	Date

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